NEW YORK STATE DEPARTMENT OF TRANSPORTATION MATERIALS BUREAU ALBANY, NY 12232 MATERIALS METHOD	MATERIALS METHOD - NY 8.3 ISSUE DATE - JUNE 1, 1977 SUPERSEDES NY 8.1 & 8.2 DATED 4/1/68

ASPHALT CUTBACKS, ASPHALT FILLERS, ASPHALT SUBSEALERS AND TARS - QUALITY ASSURANCE

APPROVED BY - Harry H. McLean
HARRY H. McLEAN, DIRECTOR - MATERIALS BUREAU

(Code 7.42-1-8.3)

I. SCOPE

This Method describes specific quality assurance procedures for asphalt cutbacks, asphalt fillers, asphalt subsealers and tars. It encompasses:

1. The issuance of certification by the manufacturer and/or supplier for materials shipped.
2. Sampling of Shipments by Department Representatives (at the discretion of the Engineer).

Note:

The materials encompassed by this Method are not generally used in mainline pavement construction as are asphalt cements and emulsions. The Department anticipates little usage of these materials. Therefore, procedures given herein differ substantially from those given in NY 8.1 for Asphalt Cement and 8.2, Asphalt Emulsion.

For the materials covered by this method, the Primary Source (Manufacturer or Supplier) does not file "Certified Test Reports" (Form BR-301 and BR-247) with the Materials Bureau. Also, Form BR-162- "Bituminous Materials Certified Shipment Notice" is not sent with each shipment.

II. CONTENTS

	PAGE
GENERAL METHOD	2
DEFINITION OF TERMS	2
EVIDENCE OF ACCEPTABILITY	3
STEPS IN PROCEDURE	3
A. Certification by the Manufacturer for Shipments to Department Work or for Pick Ups by Department Maintenance Vehicles	3
B. Certification by the Intermediate Supplier for Shipments to Department Work or for Pick Ups by Department Maintenance Vehicles	3
C. Sampling of Shipments by Department Personnel (at the Discretion of the Engineer)	4

III. GENERAL METHOD

The manufacturer certifies that the material deliveries to Department work, or to an intermediate supplier who will eventually ship to Department work, conforms to Department specifications. The same type of certification is issued for material picked up by Department maintenance vehicles.

Material shipped from an intermediate supplier to Department work must be accompanied by a copy of the manufacturer's certification and a certification from the supplier stating that the material is the same as represented by the manufacturer's certification. The same documents are issued for material picked up by Department maintenance vehicles.

Sampling by the Department is not required. However, samples may be taken at the discretion of the Engineer when the material performs poorly or it is suspected that the material is contaminated or the wrong item.

IV. DEFINITION

1. Manufacturer - The company which actually manufactures the product into its final form. In most instances, this will be the company which refines or distills the bituminous product. However, if a company line blends or mixes two or more bituminous materials to make the final product, that company is considered the Manufacturer of the product.

2. Intermediate Supplier - A company which receives the bituminous material from a Manufacturer and reships this material to Department work or to another Intermediate Supplier. When the material is shipped, it is accompanied by the Manufacturer's certification and the Intermediate Supplier's Certification.

3. Department - The New York State Department of Transportation.

4. Materials Bureau - A facility of the New York State Department of Transportation which may be contacted by mailing to:

Director, Materials Bureau
State Campus, Bldg. 7A
1220 Washington Avenue
Albany, NY 12232

OR telephoning the Product Control Office at:

Area Code 518
Telephone Number 457-5642

OR T.W.X. to:

710-441-88221
N.Y.S. D.o.T. Albany Campus, Materials Bureau, P.C.O.

5. Engineer - The Engineer representing the Department having direct supervision of the execution of the contract under the direction of the Regional Director

V. EVIDENCE OF ACCEPTABILITY

For each shipment of asphalt cutbacks, asphalt fillers, asphalt subsealers or tars to Department work or when picked up by maintenance vehicles, a Manufacturer's Certification is required. In addition, if the material is from an Intermediate Supplier, his certification is also required.

VI. STEPS IN PROCEDURE

A. Certification by the Manufacturer for shipments to Department Work or for Pick Ups by Department Maintenance Vehicles.

B. Certification by the Intermediate Supplier for Shipments to Department Work or for Pick Ups by Department Maintenance Vehicles.

C. Sampling of Shipments by Department Personnel (at the Discretion of the Engineer).

A. Certification by the Manufacturer for Shipments to Department Work or for Pick Ups by Department Maintenance Vehicles

When the Manufacturer (see definition of "Manufacturer" on page 2) of the material, ships directly to Department work or when the material is picked up by the Department at his plant the Manufacturer should include with the shipment or with the pick up, a Certification containing the following information:

1. The Name and Address of the Manufacturer.
2. Name and address of the purchaser of the material.
3. The Contract number of the Department project receiving the material or the Department's purchase order number (for Department maintenance purchases).
4. The Name of the Material.
5. The Department's Materials Item Number and Grade; e.g., Item 702-58, Grade RT-10.
6. The Quanity of material in the shipment or Department pick up.
7. The number of the vehicle delivering the shipment or the bill of lading number for the shipment.
8. The Date the shipment is made.
9. A statement that the material conforms to a definite N.Y.S D.o.T. Materials Item; e.g., "I hereby certify that material reperesented above conforms to N.Y.S. D.o.T. specification for Materials item 702-58."

NYSDOT
Library
50 Wolf Road, POD 34
Albany, New York 12232

10. The Certification should be dated and signed by a person engaged by the Manufacturer of the material, who has the authority to represent the company. The tittle or position of the person signing the certification should be included.

B. Certification by the Intermediate Supplier for Shipments to Department Work or for Pick Ups by Department Maintenance Vehicles

An Intermediate Supplier shipping direct to Department Work or, when the Department picks up Material at his facility should include with the shipment or pick up the following:

1. The Manufacturer's Certification for the Material. This Certification should include all items as shown under "Steps and Procedure - Part A" except the contract number of the Department project or the Department's purchase order number for maintenance work.

2. A Certification issued by the Intermediate Supplier which includes the following:

   a. The Name and Address of the Intermediate Supplier.
   b. The Name and Address of the purchaser of the material.
   c. The contract number of the project receiving the material or the Department's purchase order number for maintenance work.
   d. The Name of the Material.
   e. The N.Y.S. D.o.T. Materials Item Number and Grade, e.g., Item 702-58, Grade RT-10.
   f. The quanity in the shipment.
   g. The date of the shipment.
   h. The number of the vehicle delivering the shipment.
   i. A statement that the material is the same as represented by the Manufacturers Certification. This statement should include the date of the Manufacturer's Certification for the material, and the Manufacturer's name.
   j. The Certification should be dated and signed by a person engaged by the Intermediate Supplier who has the authority to represent the company. The Tittle or position of the person signing the certification should be included.

C. Sampling of Shipments by Department Personnel (at the Discretion of the Engineer)

It is not necessary for Department personnel to sample this material. The evidence of Acceptability for the material is the Certification (s) described in "Steps and Procedure - Parts A and/or B." However, shipments of material may be sampled at the discretion of the Engineer when he feels the material is not performing properly, suspects contamination, or that the wrong material was delivered.

If the material is sampled, the Materials Bureau - Product Control Office should be consulted for sampling instruction.

01481
LRI